



**TAMILNADU TEXTBOOK AND EDUCATIONAL
SERVICES CORPORATION**

**APPLICATION FORM FOR ENLISTMENT OF NEW PRINTERS
FOR PRINTING AND DELIVERY OF TEXTBOOKS, CARDS AND
ALLIED WORKS ON RATE CONTRACT ALREADY APPROVED
FOR THE PERIOD FROM 17.02.2020 TO 16.02.2023.**

Reference: Board Resolution No. 208 date: 06.01.2020

1.	ADVERTISED ON	:	09.03.2020
2.	LAST DATE & TIME FOR SUBMISSION OF ENLISTMENT APPLICATION	:	24.03.2020 upto 3.00pm

TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES CORPORATION

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**PRINTING AND DELIVERY OF TEXTBOOKS, CARDS AND ITS ALLIED
WORKS ON RATE CONTRACT BASIS**

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1. SCOPE OF WORK

Printing and Delivery of Textbooks, Cards and its Allied Works

The objective of the Tamil Nadu Textbook and Educational Services Corporation, (herein after referred as “The Corporation”) is to print quality Textbooks in Tamil and English medium and Minority languages for all classes from I Std to XII Std and supply to School Children studying in Government / Government aided / Private schools for every year. In this regard, textbooks for classes from I to VII are being printed under Trimester system and for classes VIII to XII printed annually. Similarly cards are also being printed by the Corporation based on the request by the user departments like SSA, ICDS, etc. The above printing of Text books, Cards and its allied works are being carried out under rate contract basis in accordance with the procedures laid down in the Tamil Nadu Transparency in Tenders Act, 1998 and the Tamil Nadu Transparency in Tenders Rules, 2000 for which necessary paper will be supplied by the Corporation.

The Corporation has been printing 10 Crore Nos, of books tentatively per annum for all classes by entering into Rate Contract as per specifications laid down in the Printer Documents and the approved rates for printing of Textbooks including wrapper printing, binding etc. for the period of three years from 2020 – 2023 are furnished in the Annexure XIII & XIV.

The Corporation has proposed to enlist the eligible printers who accepts the approved rates for Printing and Delivery of Textbooks, Cards and its Allied Works on rate contract for a period of three years from 2020 – 2023.

The successful Printers shall be enlisted as part of the rate contract and shall print the Text books, Cards and delivery them to the delivery points as directed by the Corporation.

The Tamil Nadu Transparency in Tenders Act, 1998 and the Tamil Nadu Transparency in Tenders Rules, 2000 shall apply to this Tender.

The successful Printers shall work closely with the Corporation in achieving the scheduled targets.

2. SPECIAL INSTRUCTIONS FOR SUBMISSION OF APPLICATION AND CHECK LIST.

2.a. Special Instructions

1. All pages of the application form should be signed by authorized signatory whose name should be communicated to the Corporation with office seal without any omission.
2. Any document / credential submitted without signature of authorized persons will not be considered for evaluation.
3. Printer should produce the originals for the performance / client certificate for verification whenever required with the copies of those certificates enclosed along with the application.

The downloaded documents shall be properly page numbered and spiral bounded and submitted along with necessary documents free of cost.

2.b.CHECK LIST**PRINTERS SHALL FILL IN THE CHECK LIST GIVEN BELOW**

SL. NO.	DESCRIPTION	Please State Yes or No in writing	Please indicate the relevant page no.
1.	Whether Profile of the Company as per Annexure I is enclosed? (Pg.No.44)		
2.	Whether the details of the machineries as per Annexure II including documentary evidence in support of the availability are enclosed? (Pg.No.46 - 49)		
3	Whether the Annual Turnover statement duly certified as per Annexure III is enclosed? (Pg.No.50)		
4	Whether the details of print orders executed during the past three years as on 30.11.2018 & Banker's Certificate as per Annexure IV -IV A are enclosed? (Pg.No.51 - 52)		
5	Whether Letter of Authorization / Power of Attorney for signing the Application as per Annexure V is enclosed on a Non-Judicial Stamp Paper of value of not less than Rs.20/-? (Pg.No.53)		
6	Whether Declaration in Annexure - VI for not having been blacklisted either by Tamil Nadu Text Book and Educational Services Corporation or by any other Govt. / Govt. undertaking is enclosed? (Pg.No.54)		
7.	Whether Declaration in Annexure - VII duly signed by the Printer is enclosed? (Pg.No.55)		

8.	Whether a Declaration in Annexure VIII that Application form downloaded from the website have not been tampered is enclosed? (Pg.No.56)		
9.	Whether the Application in original are duly signed in each page by the authorized signatory?		
10.	Whether Photo copy of the latest Income Tax Return duly signed by the Auditor is enclosed?		
11.	Whether duly attested Photo copy of the Certificate of Registration under GST is enclosed?		
12.	Whether duly attested copies of the partnership deed of the company is enclosed in case of partnership firm?		
13.	Whether duly attested copy of the Certificate of Registration under Press and Registration of books Act 1867 is enclosed?		
14.	Whether the change in address of the Press has been incorporated in the Certificate of Registration if the press is shifted to new location?		
15.	Whether duly attested copy of the latest property demand notice or receipt for payment of property tax or telephone bill or 1 st page of Bank pass book towards address proof for both Registered office and Work place are enclosed?		
16.	Whether the approved rates for printing of Text Books, ABL Cards and its allied works have been accepted by the printer?		

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3.NOTICE FOR ENLISTMENT OF NEW PRINTERS

RC.No. 12112/PS2/2018

The Tamilnadu Textbook and Educational Services Corporation is printing quality of textbooks for the standard I to XII, in Tamil & English medium and minority languages. For the printing of textbooks and cards the fixed rates for the Printing and Delivery of Textbooks, Cards and its allied works for 2020-2023 (3 years) has been notified. Since Printing Textbooks, other books for School Education, Higher Education throughout the year additional printers, needed to existing empanelled printers through Tender notified for 2020-2023.

The rates fixed for Printing and Delivery of Textbooks, Cards And Allied Works and the conditions for undertaking the printing are elucidated in the application form.

The Printers, who are willing to participate in the enlistment, can download the document from the Web site www.textbookcorp.tn.gov.in at free of cost and the same can be had in the above address on payment of Rs.10,500/- through Demand Draft. The document should be submitted as per the terms and conditions of the original tender document Rc.No.12112/PS2/2018, on or before 15 days

The Corporation shall not be responsible for any postal delay and non submission of applications within the stipulated period.

4. INSTRUCTIONS TO THE PRINTERS

1. General Instructions

The Printers are requested to go through the instructions, terms, conditions and specifications given in the Printer Document carefully. Omissions or Failure to furnish any or all the required information in the Printer Document shall result in rejection of their application.

2. Definition of Terms and Expansion of Abbreviations:

1.	Printer	Printer means one who is having the required capacity of machineries and other infrastructure facilities to print the Textbooks and Cards.
2.	Day	A day means a calendar day.
3.	Contract Price	Contract Price means the sum for which the Printer is accepted towards printing of textbooks and Cards.
4.	Purchaser	Purchaser means the TamilNadu Textbook and Educational Services Corporation on behalf of the Government of Tamil Nadu.
5.	Delivery Point	Delivery point means <u>120 District Educational Offices & 22 Regional Offices of TNTB&ES Corporation</u> and other locations for supply of Textbooks within Tamil Nadu State as directed by the Corporation. For delivery of cards to 413 BRCs within Tamilnadu.
6.	TNTB & ESC	Tamil Nadu Textbook and Educational Services Corporation
7.	Printing & Supply	Printing & Supply of Textbook and Cards as specified in the Printer Document.
8.	SD	Security Deposit
9.	ITP	INSTRUCTIONS TO THE PRINTER
10.	TNPL	Tamilnadu News Print and Papers Limited

11.	DEO	District Educational Offices.
12.	BRC	Block Resource Centre
13.	R.O.	Regional Offices of the Corporation.
14.	LOA	Letter of Acceptance
15.	MSME	Micro, Small & Medium Enterprises Department.
16.	NSIC	National Small Industries Corporation.
17.	DIC	Department of Industries & Commerce.
18.	BEO	Block Educational Offices
19.	Comprehensive Insurance Policy	"Comprehensive Insurance Policy" is an insurance policy that covers 100% of the entire Value of the goods against all risks and provide a full coverage in all respects.
20	Contract	"Contract" means the Contract Agreement entered into between the parties herein, together with the Contract Documents referred to therein, including all attachments, instructions, Annexure, and all documents incorporated by reference therein.
21	Contract Documents	"Contract Documents" means the documents listed in the Contract Agreement, including any clarification / amendment thereto.
22	Completion of order	"Completion of order" means fulfillment of the supply and delivery of the services by the Printer in accordance with the terms and conditions set forth in this Contract and to the utmost satisfaction of the Corporation.
23	"Force Majeure"	"Force Majeure" means an event or situation beyond the control of the Printer that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Printer. Such events may include, but not be limited to, wars or revolutions, fires, floods, epidemics.

3. Application

The Application consists of the following

- i. Scope of work
- ii. Special Instructions for submission of application
- iii. Check list
- iv. Instructions to the Printers
- v. Special Conditions
- vi. Letter of the Printer
- vii. Profile & Machinery details of the printer (Annexure I & II)
- viii. Statements and Declarations (Annexure III & VIII)
- ix. Bank Guarantee format (Annexure IX)
- x. Mode of supply of Paper and Board (Annexure X)
- xi. Details of Regional Offices (Annexure XI)
- xii. List of District Educational Offices. (Annexure XII)
- xiii. Approved Rates for Printing of Textbooks and Cards. (Annexure XIII & XIV)

4. Qualification Criteria

4.1. Minimum Eligibility Requirements

The Printer should be in the field of printing books **atleast for the previous three years as on 30.11.18**. The printer should possess valid registration under Press and Registration Act 1867 issued by the competent Authority. **(Copy of valid Certificate of Registration under Press and Registration Act 1867 issued by the competent authority should be notarized and enclosed)**

4.2. Printing Capacity

The Printer shall have the printing facility with the required minimum plant, Machinery **As per Annexure II** and Manpower at the Press to print books **(Documentary proof of list of Machineries and equipments should be notarized and enclosed)**.

The Printer may note that all the Printing and Binding machineries thus declared should be of the ownership of the Printer. The TNTB&ESC shall have all the rights to disqualify such printer who at the time of inspection are found to have procured or hired any of the mentioned machineries through a long term / short term lease / MOU.

4.3. Minimum Storage Space

The Printer should have minimum storage space / godown of 1000 sq.ft. either owned or hired for stacking the materials like Paper, Board and Printed textbooks. **(Necessary supporting documents for ownership / lease / rent should be furnished).**

4.4. Annual Accounts and I.T. Returns

The Printer should have filed Income Tax Returns for the past three financial years - **2015-2016, 2016-2017 and 2017-2018. (Self attested Copies of the IT returns attested by Chartered Accountant for these three years should be furnished).**

Copies of Audited Balance Sheet and Profit and Loss statements for the last 3 years for 2015-16, 2016-17 and 2017-18 (Photo copies certified by Chartered Accountants) have to be enclosed.

5. Change in Quantity

Quantity given in the Notice Inviting Printer is approximate and it is likely to vary. The Corporation, if necessary, at the time of placement of purchase order shall either reduce or increase the quantity mentioned in the Printer to the extent of 25%.

6. Language of the Application

The Application prepared by the Printer as well as all correspondence and documents relating to the bid shall be written in English language only.

7. Non Transferability

The Application form sold to a Printer is **not transferable**. It shall not be used by others and if used by others it will be rejected.

8. Downloading of Application form

- a) The Application form can be downloaded from the websites <http://www.tenders.tn.gov.in> (or) <http://www.textbookcorp.tn.gov.in> on A4 size paper and computer print alone should be submitted in the form of a booklet. Submission of Application form in any other form will be rejected.
- b) The Printer shall download corrigendum, if any, published subsequently and submit along with the application. Otherwise it will be rejected. It is the responsibility of the Printer to check and have knowledge of any corrigendum / amendment issued and uploaded on the above websites.
- c) The Printer shall download Application form in original without any change / addition / deletion and correction. If any change / addition / deletion are detected at any stage the S.D remitted by the Printer will be forfeited without any intimation and the Printer will also be black listed from participating in the subsequent tenders. Besides such Printers are liable to be prosecuted.

9. Cost For Submission of Application

The Printer shall bear all costs involved in the preparation and submission of application and the Corporation shall in no case be responsible or liable for the costs of the application incurred by the Printer, irrespective of the outcome of the application.

10. Submission of Application

- 10.1. The Printer shall submit the filled in application in a sealed cover and it shall be superscribed thereon **“Application for enlistment of Printers for printing and delivery of Textbooks, Cards and its allied works on Rate Contract basis for Three years”** and the Name and Address of

the Printer shall be written on that envelope and it shall be sealed. The sealed envelope addressed to the Managing Director of the Corporation shall be put in the box kept in the office of the Corporation within the scheduled time and date of submission of the Application. It may also be sent by Post so as to reach the office of the Corporation within the stipulated time and date of submission of the Application. The Corporation shall not be responsible for any postal delay or delay due to any other means of communication. If the last date scheduled for submission of the application happens to be a Government holiday for any reason, the sealed application may be submitted on the next working day before the appointed time.

10.2. **Extension of due date for submission:**

At its discretion the Corporation may receive the applications from the Printers even after the due date based on the requirement of printers and the period of extension if required will be hosted in the web site of the Corporation. No separate advertisement will be issued in this regard.

11. Documents to be furnished along with the Application in sequence indicated below:

- (a) Covering Letter.
- (b) Letter of the Printer (to be duly signed by the authorized signatory in full with seal.)
- (c) Certificate of Registration under the Press and Registration of Books Act 1867.
- (d) Profile of the Press (Annexure I)
- (e) List of Printing machineries details including the Capacity for Pre Press and Post Press. (Annexure II).
- (f) The Annual Turnover statement (Annexure III)
- (g) Statement of print orders executed during the past three years (Annexure IV).
- (h) Letter of Authorization / Power of Attorney for signing the application shall be on a Non-Judicial Stamp Paper of value of not less than Rs.100/-. In the case of Public Sector Undertaking / Public/ Private Limited Companies, Authorization from the appropriate authority to sign the Printer document must be enclosed along with Application.

Printer received without such authorization shall not be considered for further evaluation (Annexure V).

- (i) I.T. Returns for the last three financial years from 2015-16 to 2017-18 (self attested Photo copies of IT returns, to be enclosed).
- (j) GST Registration Number / PAN Card (Photo Copies to be Notarized and enclosed).
- (k) Complete Audited Balance sheet with Profit and Loss statement for the last 3 years for 2015-16, 2016-17 and 2017-18. **(Photo copies to be certified by Chartered Accountant to be enclosed).**
- (l) All pages of the application form including the approved rates for printing and delivery of textbooks, cards and its allied works should be signed by authorized signatory without any omission.

12. Signing of Application:

- a) The Application shall be typed or written legibly in indelible ink and shall be signed by the Applicant or a person(s) duly authorized by the the Printer to the contract. All pages of the application form including the approved rates attached for enlistment of printers shall be signed by the Printer or person(s) authorized to sign the application with the seal.
- b) Any alterations, corrections or overwriting in the Application shall be treated valid only if they are authenticated by full signature of the person/persons authorized to sign the enlistment application.

13. Period of validity of Rate:

The approved rates for printing of text books, cards (ABL etc) and its allied works attached in the application shall be valid for a period of three years from 17.02.2020 to 16.02.2023 No price variation is allowed during the contract period.

The approved rates are inclusive of the toll fees, loading and unloading charges etc. The Printers will be benefited by way of sale proceeds of paper jellies, gunnies and printed paper wastage. No price variation is

allowed during the contract period of three years. However, the Managing Director of Tamil Nadu Text Book and Educational Services Corporation may extend the period of contract for further of one year on the same terms and conditions.

14. Modification and Withdrawal of Application:

Application once submitted shall not be modified or withdraw on any account.

15. Opening of Applications:

Applications in unsealed cover or applications which are not signed in each page or in incomplete shape or through facsimile (Fax) or by electronic mail or through any other manner which is not in accordance with the instructions specified in the Application will not be accepted.

16. Criteria for Evaluation of Applications:

16.1. Any application not containing the required documents and not fulfilling the qualification criteria vide clause 4 indicated in the application shall be summarily rejected.

The Printers who have refused to perform the entrusted printing works without valid reasons in the previous tender with the Tamil Nadu Textbook and Educational Services Corporation and who have been removed from the list of approved printers whose Security Deposit has been forfeited by the Corporation due to non performance or who have been black listed by the Government of Tamil Nadu are not eligible to participate in this application. Application if any received from such printers will be rejected.

16.2. Prior to the detailed evaluation of applications, the Printer will determine whether each application (a) meets the eligibility criteria as per clause 4.1 has been properly signed.

16.3. The premises and machinery of the printers who comply with the eligibility criteria as specified in para 4 will be inspected for adherence to norms.

- 16.4. Site Visit: To check the compliance to the eligibility criteria as specified in para 4 and to assess their actual printing capacity with reference to the details furnished by the Printer in the Annexure I & II, the availability of the plant, machinery and manpower, the infra structure facility including storage space/godown available for stacking the materials supplied by the Corporation for printing, binding, printed books and Cards, inspection will be carried out. Further the original Certificates of Registration and Incorporation of the Company and the originals of all the relevant documents which the Technically Qualified Printers furnished along with the application shall also be verified. The eligible printers alone will be considered for enlistment.
- 16.5. All eligible printers who accept the approved rate for printing of text books, cards and its allied works attached in the application shall be enlisted by the Corporation for delivery of services.
- 16.6. The total number of Textbooks and Cards to be printed may be apportioned among the enlisted printers based on their printing capacity.
- 16.7. The decision of the Tamil Nadu Textbook and Educational Services Corporation shall be final in this regard.

17. Approval for the enlistment of Printers:

The enlistment of printers shall be approved by the Board.

18. Right to Accept / Reject any or all Applications:

- a) The Corporation reserves the right to accept or reject any or all of the applications without assigning any reasons thereof and without thereby incurring any liability to the Printer.
- b) After acceptance of the application by the Tamil Nadu Textbook and Educational Services Corporation, the printer shall have no right to withdraw his application or claim higher rates.
- c) Under Rate Contract basis, Tamil Nadu Textbook and Educational Services Corporation has a right to issue Print Orders to more than one printer who has agreed to the approved rates for printing of

text books, cards and its allied works attached in the application. The decision of the Tamil Nadu Textbook and Educational Services Corporation in this regard is final.

19. Award of Contract

The eligible printers will be enlisted for Printing and Delivery of Textbooks, Card and its allied works and communication will be sent to them by post as well as through mail. The Tamilnadu Textbook and Educational Services Corporation is not responsible for any postal delay. Work orders will be awarded to eligible printers by following procedures laid down in Tamilnadu Tender Transparency Rules 2000.

20. Payment of Security Deposit

- a) All enlisted Printers shall be required to furnish Security Deposit as a guarantee for the performance of the Contract **within 10 (ten) days from the date of issue of the communication** from the Corporation informing their selection as a printer under the rate contract basis. The workwise details of Security Deposit to be remitted are as follows:

i) For Sheet fed (Multi Colour)	:	Rs.3,70,000/-
ii) For Sheet fed (Single Colour)	:	Rs. 90,000/-
iii) For Web Offset (Multi Colour)	:	Rs.5,00,000/-
iv) For Web Offset (Single Colour)	:	Rs. 1,10,000/-
v) For both Sheet fed and Web Offset (Multi Colour)	} :	Rs.8,70,000/-
vi) For both Sheet fed and Web Offset (Single Colour)	} :	Rs. 2,00,000/-

- b) The Demand Draft shall be obtained from any one of the Nationalized Banks / Scheduled Banks drawn in favour of the "Tamilnadu Textbook and Educational Services Corporation, Chennai - 600 006" payable at Chennai. Security Deposit amount shall be remitted in the form of Demand Draft / Bank Guarantee. Failure of the such enlisted printer to furnish the Security Deposit shall constitute sufficient grounds for cancellation of the award of contract and forfeiture of the SD.

- d) The Security Deposit shall be released to the Printer on request after a period of 6 months from the performance of the Contract in full without deficiency or default, on settlement of all Print order bills awarded during the contract period and to the entire satisfaction of the Corporation. The Security Deposit so held by the Corporation, shall not earn any interest till it is released to the Contractor. The release of the SD is subject to the forfeiture clauses in this Document. The Security Deposit shall also be liable to be forfeited on his failure in completion of the work fully within the stipulated time mentioned therein.

21. Forfeiture of Security Deposit

- a) The Security Deposit shall be forfeited if the Printer fails to execute the agreement within the stipulated time or fails to perform the contract or part of the contract.
- b) The Security Deposit shall also be liable for forfeiture for violation of any of the Printer conditions either implemental or for the failure to supply the ordered quantity of goods in full properly and promptly.
- c) The Security Deposit shall be forfeited if the Printer refuse to accept the Print order during the contract period of three years.**
- d) The Security Deposit shall also be liable to be forfeited and his failure in completion of the work fully within the stipulated time mentioned therein.

22. Bank Guarantee and Insurance for the free supply of materials

- i) The enlisted Printers should furnish in favour of Tamilnadu TextBook and Educational Services Corporation, an Irrevocable Bank Guarantee for an amount equal to 20% of the total value of Paper, Board and Art Board that would be supplied to the Printers by Corporation **and shall be valid for a period of Three years and Six months from the date of commencement of the contract.**

- ii) The entire value, that is 100% of the value of Paper, Board and Art Board, that would be supplied by the Corporation, should be covered by a comprehensive insurance in the name of the Corporation at the cost of the eligible Printer against fire, rain, earthquake, theft, burglary, riot, strike, flood, inundation, cyclone, tsunami and other natural disasters for the entire period of contract of three years.
- iii) The insurance should also cover finished goods and work in progress.
- iv) Comprehensive Burglary insurance and transit insurance of the goods shall be taken by the Printer for the highest value, the printer will hold during such period.
- v) The transit loss / theft / pilferage / damage of the goods under any circumstance shall be the liability of the Printer.

The policy for Burglary insurance and copy of Transit Insurance shall be furnished to the Corporation within 7 days from the date of first print order.

- vi) The copy of the insurance for the machineries available in the Press shall be furnished to the Corporation.
- vii) The Bank Guarantee / Insurance documents shall be submitted to Corporation **within 10 days from the date of receipt of the communication** from Corporation informing their selection as a printer under contract.
- viii) In the event of loss of paper and board, the Insurance claim shall be lodged by the Printer under intimation to Corporation as to the quantity and the value of the damages sustained. During the process, the important documents of claim should be appraised in written communication. Quantum of assessment should be informed and consent obtained from Corporation. The discharge voucher should be signed by Corporation for handing over to the Insurance Company by the Printer. Salvage disposal shall be the discretion of Corporation.

In effect, the Printer is expected to play the role of representative of Corporation and a facilitator in recovering the claim from the Insurance Company. The Printer does not enjoy legal status in claim matters for Paper and Board.

- ix) A sum of Rs.50,000/- (Rupees Fifty thousand only) shall be paid by the printer as a Caution Deposit against probable defective copies. The deposit will be retained upto the period of 6 months from the settlement of the last bill of the printer. No interest will be paid on such deposit.

23. Execution of Agreement

- a) The Printers who accept the approved rates shall execute an agreement in person in the presence of witness in the prescribed form **within five days from the date of submission of SD, Bank Guarantee and Insurance**. The Agreement shall be part and parcel of the Contract and binding on the Corporation and the Printer.
- b) The Printer shall not assign or make over the Contract, the benefit or burden thereof to any other person or persons or Body Corporate for the execution of the Contract or any part thereof.
- c) The enclosures, to the Printer Document, viz. the detailed final offer of the Successful Printer will form part of this contract. Wherever the offer conditions furnished by the Successful Printer are at variance with conditions of this contract, the latter shall prevail over the offer conditions furnished by the Successful Printer.
- d) The Tender conditions and other prescribed documents accompanying the application forms will form an integral part of this contract.
- e) In the event of any change in entity/registration/Bank account details/Address/etc., the same should be informed to this Corporation well in advance with valid supporting documents. Supplementary agreements wherever this Corporation feels necessary, as per rules inforce, shall be executed.

24. Interpretation

If any question / doubt arises with reference to the interpretation of any provisions of the Printer Document, the decision of the Managing Director of the Corporation shall be final and binding.

25. Corrupt or Fraudulent practices

The Corporation requires that Printers observe the highest standard of ethics during the evaluation and execution of printing. In pursuance of this policy, the Corporation defines (for the purposes of this provision) the terms set forth below as follows:

- (i) 'Corrupt practice' means offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the evaluation process or in contraction execution.
- (ii) 'Fraudulent practices' means a misrepresentation of facts in order to influence the evaluation process or execution of a contract / supply to the detriment of the Corporation.
 - (a) Will reject a proposal for award, if it determines that the printer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
 - (b) Will declare a firm ineligible either indefinitely or for a stated period of time to be awarded a contract if it any time determines that the firm has engaged in corrupt and fraudulent practices in executing the contract.

5. SPECIAL CONDITIONS OF THE APPLICATION

- 5.1.** The Special Conditions of the application shall supplement the “INSTRUCTIONS TO THE PRINTER ” (ITP).
- 5.2.** The time and quality of Printing stipulated in the print order shall be deemed to be the essence of the Contract.

Mode of Supply of Materials

A. TEXTBOOKS

1. The paper for printing of Textbook will be supplied by the Corporation through TNPL as detailed below:
 - a) The cost of the paper to be supplied to the printer within the state of Tamil Nadu will be borne by Corporation.
 - b) The cost towards transportation of paper from TNPL to the printer within the State of Tamil Nadu will be borne by Corporation.
 - c) Paper will be supplied to the printers by the Corporation through TNPL. It is the endeavor of the Corporation to remove the difficulties in transporting the paper to the printers. The unloading of paper will be done by TNPL. The printer should unload the paper supplied by the TNPL without any delay in the premises mentioned in the Application which should be ensured. Stacking and safeguarding the paper will be the responsibility of the printer.
2. TNPL is the major supplier of Paper for the Corporation. The supply of paper by TNPL is subject to the following conditions. The cost towards transportation of paper from TNPL to the printer within the State of Tamilnadu will be borne by TNTB&ESC.
3. For the printers located outside the State of TamilNadu the paper will be delivered by TNPL. The cost of transport in such a case will be borne by Corporation and the Printer as indicated in Annexure X.
4. The rates will be subject to revision when TNPL revises their rates for transport depending upon other external factors and if the rates are revised the same shall be binding on the printer.

5. In the event of unforeseen circumstances the printer may have to take delivery of the paper from the godowns at Chennai / Sivakasi for which the TNPL transport rates alone will be reimbursed by the Tamilnadu Textbook and Educational Services Corporation. Other incidental charges should be borne by the printer.
6. The printer should arrange for the necessary e-way bills, for other states, interstate documents to enable TNPL to move the paper to the printer.
7. The Printer shall give, necessary acknowledgements to TNPL for the receipt of paper, immediately as and when received.
8. The Printer should submit the acknowledgement with TNPL invoices to prepare the paper issue voucher to the respective godown viz, Chennai / Sivakasi immediately without delay, as and when the total quantity of paper is received from TNPL.

FOR WRAPPER PRINTING:

- a) The printer should take delivery of the board from the Regional Godowns at Chennai or Sivakasi. The transport charges for taking delivery and to return unused paper, and board should be met by the printer. The printer can choose, the Regional Godown either at Chennai / Sivakasi and the delivery shall be effected only against the signed acknowledgement of the Printer.
- b) Stacking and safeguarding the Board will be the responsibility of the printer.

B. CARDS:

1. The Printer should take delivery of the Board from the Regional Godown either at Chennai or Sivakasi.
2. The transportation charges for taking delivery from the godowns should be met by the Printer.

AWARD OF PRINT ORDER TO ELIGIBLE PRINTER:

1. The quantum, of work that will be awarded to the eligible Printer will be based on an assessment of the printing capacity of the printer by the

TNTB&ESC. In this respect the decision of the Managing Director of the TNTB&ESC shall be final.

2. The TNTB&ESC reserves the right to place additional orders to the printer, if need arises, on the same terms and conditions.
3. During the currency of the application any additional facility acquired by the printer related to the printing process shall be considered subject to the verification of the machineries and other related documents. The settled rate will be applicable in case if the print order is issued for printing with the additional mode of printing. The decision of the Managing Director of the TNTB&ESC shall be final.

5.4. Assigning of Contract

The Print order should be executed by the printer. He should not outsource or execute the work through sublease. Binding and packing, also should be done exclusively in his premises only.

The contract or any part / share of interest in it shall not be transferred or assigned by the Printer directly or indirectly to any person or persons.

5.5. Delivery

A. Textbook

- 5.5.1. The books shall be bundled as per the instructions of the Corporation before giving delivery to the authorised representatives of the Corporation in the premises of the Corporation 's Godowns or at the places of **120 DEOs / 22 R.Os / other** locations within Tamil Nadu State as directed by the Corporation. The printer shall make satisfactory arrangements at his own risk and cost for the proper delivery of the bundles to the authorized representative of the Corporation as per the Corporation's directions. The Transport cost for delivery of bundles will be reimbursed as per the rate fixed by Corporation. The books shall be neatly packed with own 90 GSM Plain kraft

paper and tied on four sides with jute twine or polyfibre tapes and labelled with a printed label on two sides of the bundle, all being done at the cost of the printer.

- 5.5.2. During printing and before despatch of books, the same is subject to scrutiny and certification by the employees / Officers of the Corporation.
- 5.5.3. The duration for various operations involved in the production of textbooks, printing and binding duration will be allowed as specified in the print / work order.
- 5.5.4. This will also apply to the printers outside the State of Tamil Nadu. However any additional tax liability will have to be borne by the printers.
- 5.5.5. The printer should take adequate care for the materials taken by them and is responsible for the return to the Corporation.
- 5.5.6. Any notice to the Printer shall be deemed to be sufficiently served, if given or left in writing at their usual or last known place as given in the application form.
- 5.5.7. In the event of unforeseen circumstances the printer (Tenderer) may have to take delivery of the paper from the godowns at Chennai / Sivakasi for which the TNPL transport rates alone will be reimbursed by the Corporation. Other incidental charges should be borne by the printers.
- 5.5.8. The printer enlisted should arrange for the necessary e-way bills, for other States, interstate documents to enable TNPL to move the paper to the printers.
- 5.5.9. The printer enlisted shall give necessary acknowledgements to TNPL for the receipt of paper i.e., Invoice / Delivery Challan immediately as and when received. A carbon copy of the Delivery challan should be submitted to Corporation along with Bills at the time of making claim for payment.

5.5.10. The printer enlisted should take delivery of the board from the Regional Godowns at Chennai or Sivakasi. The transport charges for taking delivery and to return unused paper and board should be met by the printer. The printer can choose the Regional Godown either at Chennai / Sivakasi and the delivery shall be effected only against the signed acknowledgement of the Printer.

B. Cards

5.5.11. The Printer should deliver the printed Cards at the godowns of the Corporation / **413 BRCs/ 22 R.Os / Other** locations within Tamil Nadu State as directed by the Corporation.

5.5.12. Delivery of Cards includes packing the cards as directed, using corrugated boxes, loading, unloading and conventional stacking of the cards as per the directions of the Corporation. The Cards shall be neatly packed labelled and secured with polyfibre tapes. Cards should be printed as directed by the Corporation within Tamilnadu.

5.5.13. The corrugated boxes will have to be supplied by the printers.

5.5.14. Delivery of Printed Cards : Delivery of Cards to the Block Resource Centres (BRC) within Tamilnadu.

5.5.15. The following details are to be provided in the table to be affixed in both sides of the Corrugated boxes.

- 1) Name of the title and Medium
- 2) Name of the printer
- 3) Academic year
- 4) Number of copies per box.
- 5) Number of cards per title
- 6) Name of the Cards

Boxes should be tied by the polyfibre tape.

The corrugated boxes shall be supplied by the printer.

10. Storage of Paper/ Board:

The Printer shall make required Godown / storage space for storage of Paper / Board either by way of Lease Rental or in his own premises. In case of

rental or lease opted by the Printer the same shall be executed by the Printer for a period of not less than three years and six months or till the date of actual completion of the contract made out with Corporation. Comprehensive insurance coverage for material stored in rented godown shall be taken by the Printer.

5.6. Binding Facilities

Printer should ensure that binding of Textbook is done at their own premises with coverage of Binding Machineries and storage of printed Books.

5.7. Method of Printing and permissible Wastage

- 5.7.1. Printers shall print only with CD / negatives supplied by the Corporation.
- 5.7.2. The printer shall furnish proofs for approval for the matter sent from time to time for carrying out the corrections therein, whenever necessary. Final copies shall be printed only after the final proofs are approved by the Corporation and strike order is given by the Corporation. Digital proof should be submitted, before Machine proofing. No extra charges will be paid for Digital Proofing and attending to the author's corrections.

The Printer shall not on any account print more than the specifically ordered quantity by the Corporation. The marginal number of copies, if any, printed in excess shall be delivered to Corporation at free of cost.

- 5.7.3. The printer will be supplied with necessary quantity of **printing paper and board** for the work awarded to them on the basis of requirements which shall be delivered in respect of paper and by the printer in respect of other materials at his own expenses and the printer shall duly and properly account for the printing paper and board supplied to him. For calculating the paper requirements the following **percentages of wastage** will be allowed:

For Textbook Printing**For more than 5000 copies**

- a) For Text printing by sheet-fed printing machines upto **half percent** per colour per side in respect of paper.
- b) For Text Printing by Web-Offset Printing Machines, upto **two percent** for single /first colour in all for both sides and upto **One percent** for each subsequent colour for both sides in all, on the net weight of reels.

For 5000 copies or less

- a) In respect of print orders for Text by Sheet-Fed Printing Machines, when the number of copies to be printed is 5000 and below, upto **one percent** per colour per side.
- b) In the case of Web-offset Printing Machines, when the number of copies to be printed is 5000 and below, upto **Three percent** for single colour for both sides and upto **one percent** for each subsequent colour for both sides in all on the net weight of reels.

For Wrapper Printing

Upto **one percent** per colour which includes **half percent** wastage of the total for binding operations.

For Board Printing

- 5.7.4. The printer will be supplied Boards of required quantity for printing of Cards in instalments or otherwise at the discretion of the Corporation on the basis of requirements. The Printer should take delivery of Boards directly from the Godowns either at Chennai or Sivakasi at his own expenses. The printer shall duly and properly account for the boards supplied to him.
- 5.7.5. For calculating the board requirements the following **percentages of wastage** will be allowed:
 - a) For Board printing up to one percent per colour per side.

b) For Board printing below 1000 copies two percent per colour per side.

c) No printing charges will be paid on the wastage allowed inclusive of 10 specimen copies to be supplied with the first printing bill.

5.7.6. In case of orders below 1000 copies, the printing rate for 1000 copies will be allowed.

5.8.Payment Terms

a) Printing charges will be paid only after the receipt of books, necessary technical certificate, paper accounts and delivery challan.

b) The Printer has to submit the bill along with following documents and 10 Nos. of sample books duly attested by the Officers at the delivery point.

1. Printer invoice
2. Advance stamp receipt
3. Original DC
4. Paper Board Account Statement.
5. Certificate for Short Supply.

c) Payment will be made within 15 days from the date of receipt of claim from the Printer for 80% (Part Payment) of the bill amount payable after 100% delivery of Textbooks/Cards at the Corporation godown or the places specified by Corporation including scrutiny with regard to paper consumption and the remaining 20% of the bill amount will be paid within 90 days from the date of receipt of claim from the Printer only after finalisation of all relevant accounts.

d) Payment will be made within 45 days from the date of receipt of claim from the Printer for 100% Full Payment (for copies less than 30,000 Nos.) of the bill amount payable after 100% delivery of Textbooks/Cards at the Corporation godown or the places specified by Corporation including scrutiny with regard to paper consumption, return of negatives /CDs, unused paper settlement.

The Printer has to furnish a self certificate with regard to Quality

Assurance for the following while claiming the bill.

- i. Size and quality of books
- ii. Rules stipulated in the agreement
- iii. Utilisation of Paper, Board / *Art Board*.
- iv. Plate effacement certificate
- v. Materials Inward / Outward

The Printer has to submit only a single bill for claiming 80%/100% payment bill along with the prescribed format (Check list) which will be furnished to the successful Printers. Only the bills with prescribed enclosures as given above will be acknowledged as claim by the Corporation.

- e) The Tenderer shall take due care of all the Corporation materials, supplied by them. If any of these is damaged, lost or not made available to the Corporation the cost of it as determined by the Corporation will have to be borne by the Printers and if already paid by, the Corporation, the same will be recovered from the Printers. In respect of other allied works payment will be made as mentioned above.
- f) The bills relating to the cost of printing and binding of the Textbooks/Cards shall be subject to technical scrutiny of the Corporation in respect of quality for each consignment of Textbooks/ Cards delivered and the time of delivery and the decision of the Corporation in passing the bills on the basis of the above scrutiny, shall be final.
- g) No advance payment shall be made.
- h) The Corporation has the right to recover any unrecovered dues of any bill in the subsequent outstanding bills of the Printers irrespective of any tender.
- i) GST will be paid as per rules in force. Any changes / modification in implication of GST during the contract period will be enforced as and when it occurs.

- j) On the outcome of the verdict and in the event of applicability of GST on penalty, after duly complying with the GST laws, the Corporation shall have the right to recover the same from the payment / Security Deposit of the printer irrespective of the application.

5.9. Liquidated Damages and Penalty

- 5.9.1. If the Printer **fails to deliver** the Textbooks/ Cards as per the Print/Work Order and the Delivery Schedule specified by the Corporation, penalty at **half percent per day up to 15 days of delay and thereafter one percent per day** of the printing charges payable will be levied for the delayed supply of quantity. The delay in supply of textbooks will be calculated from the date of issue of CD (Text and Wrapper) by the Corporation, from the date of first lot of Paper supplied by the TNPL to the printer, whichever is latter.
- 5.9.2. The Corporation shall have the right to place the Print Order with the other eligible Printer(s) if the supply is delayed beyond four weeks after the due date and it shall be at the risk and cost of the Printer who is in default. The Corporation also reserves the right to take any other action against the Printer in default for the loss and the consequential loss sustained by the Corporation in addition. The Corporation reserves the right to blacklist the printers, if the supply is delayed.
- 5.9.3. The printing materials i.e. CD / Negatives should be returned to the Corporation immediately after the printing is over. Penalty of Rs.100/- per day of delay will be imposed if it is returned after 7 days from the last date of delivery of books. Penalty of Rs.10,000/- will be imposed for any damage in CD.
- 5.9.4. If excess paper / Board/ Art board is supplied to the Printers due to I) Cancellation of order, II) Minimizing the order Quantity III) Due to supply in reels, the same shall be returned to the Corporation godown within 7 days from the last date of delivery of Books. If the same is not returned in time a penalty of Rs.250/- per tonne per day

will be levied. The recoveries that may become due on account of excess consumption of paper or of wastages or due to failure to return unused paper shall be effected by the Corporation at the open market rate or at purchase price plus 25% thereon. Besides the above mentioned penalty, the Corporation reserves the right to recover from the Irrevocable Bank Guarantee furnished or from the outstanding bills of the printers without prejudice to other legal rights.

- 5.9.5. Size of Books should be followed as mentioned in the agreement. If any book is found to be short sized, 125% of paper / Board rates will be recovered for difference between Actual Size and Short Size.
- 5.9.6. The printer shall use only the Paper and Board supplied by, the Corporation and if it is noticed that he has used paper and board other than that supplied by, action will be taken either to terminate the contract or impose such penalty or both as the Corporation may deem fit.
- 5.9.7. The Printer shall not sell the Textbook printed as per the specifications in the Printer Document in the open market. If the Corporation receives any complaint on this and if it is found to be proved, the Corporation shall impose penalty of not less than Rs.5,00,000/-(Rupees Five Lakh Only) for violation of the aforesaid condition. The penalty shall be in addition to the Civil and Criminal action taken by the Corporation against such Printers in default. The Corporation shall have the right to blacklist such Printers from participating in the subsequent empanelled of the Corporation for a minimum period of three years.
- 5.9.8. In the case of short supply of Textbooks, the selling price of the book or 125% of the cost of material supplied whichever is higher will be recovered. In the case of short supply of Boards, 125% of the cost of material supplied will be recovered.
- 5.9.9. The eligible Printer shall treat the Printing material i.e., C.D/Negatives printing of books entrusted by the Corporation as

strictly confidential and shall not print or publish translations, annotations, commentaries or guides in connection with the book or any part of the books printed by them. For any breach of this condition including non return of CD / Negatives the contract of the Printer shall be liable to be cancelled, SD will be forfeited and the Printer shall be blacklisted without prejudice to other legal rights of the Corporation. . Criminal action will also be initiated against such printers.

- 5.9.10. The printers shall correctly print the required number of copies neatly, accurately and clearly according to the agreement. If copies of the Textbooks and Cards printed and supplied are found defective due to pages not being printed or not readable easily or printed upside down, missing pages and the same reported by any other sources and found proved (such as media, department, parents, students) for such copies recovery on the cost of the sale price will be recovered or 125% of the cost of the Paper/Board whichever is higher shall be effected and in addition to that, 10% of the print order value as penalty will be levied by the Corporation.

For this purpose a sum of **Rs.50,000/-** shall be paid by the printer (Tenderer) as a caution deposit against probable defective copies. The deposit will be retained upto the period of 6 months from the settlement of the last bill for this tender. No interest will be paid on such deposit.

- 5.9.11. In the case of readable defective copies, appropriate penalties will be levied by the Corporation and the decision of the Corporation in that regard shall be final.
- 5.9.12. The other defects during the printing are uneven margin/inking/impression, scum, misregister, Ink setoff/show through, Blanket punch, folio numbers not printed properly, improper wire stitching/wrapper pasting, wrapper scoring not done/fixing with hollow block, improper cutting/defective cutting, increase/decrease in the specified size of the book, defective

packing, weak impression of the printed matter, missing of letters/words. For such defects, the following penalty will be levied.

Per defect – 2% subject to a ceiling of 10% of the Print Order value. (Scum of more than 1.0mm in the margin and any scum in the Text are considered as defect).

- 5.9.13. The Printer shall be liable to indemnify, or reimburse Corporation against any damages sustained by the Corporation including loss of reputation on account of the failure of the printer (Tenderer) to fulfill any of the terms and conditions of this tender.
- 5.9.14. If the Printer fails to return the unused paper, board and other materials to the Corporation. The Corporation shall enter upto the premises of the printer/Tenderer and recover the materials and goods belonging to the Corporation and also attach the properties and assets of the printer against the dues payable by the printer to the Corporation. This is without prejudice to the Corporation taking other legal action.
- 5.9.15. The printer shall use only the paper and board supplied by the Corporation and if it is noticed that he has used paper and board other than that supplied, action will be taken either to terminate the contract or impose such penalty or both as the Corporation may deem fit.
- 5.9.16. If any question arises regarding Quality and Quantity of timely delivery the decision of the Corporation is final and conclusive and together operative and binding on the printer.
- 5.9.17. The Corporation reserves the right to inspect the premises and Work in progress at any point of time. Accordingly necessary accounts should be maintained by the Printer.
- 5.9.18. Besides the above mentioned penalty, in case of violation of terms and conditions. The Corporation reserves the right to terminate the contract and forfeit the SD and Bank Guarantee, and to recover the paper and other materials without prejudice to other legal rights of the Corporation.

- 5.9.19. The Corporation reserves the right either to increase or decrease the quantum of work entrusted to the printer during the currency of the contract. So also the Corporation reserves the right to place additional orders.
- 5.9.20. The printer shall be paid for the work entrusted to him and carried out under the application rates already accepted by the printer as specified in Annexure-XIII & XIV.
- 5.9.21. Notwithstanding anything contained in this agreement it is mutually agreed that it shall be lawful for the Corporation at any time in writing, to determine this agreement without assigning any reason there for and on such determinations printers shall not claim, any compensation as is not entitled to the same on any ground whatsoever by reason of such determination.
- 5.9.22. The terms and conditions contained in the tender notice / tender proforma / tender schedule and print order which are not in conflict with the terms of this agreement shall form parcel of this agreement, the decision of the Managing Director of the Corporation shall be final.
- 5.9.23. The Corporation reserves the right to inspect the premises and Work in progress at any point of time. Accordingly necessary accounts should be maintained by the Printer.
- 5.9.24. Besides the above mentioned penalty, the Corporation reserves the right to terminate the contract and forfeit the SD and Bank Guarantee, and to recover the paper and other materials without prejudice to other legal rights of the Corporation.

5.11 Major Default of Printer conditions

The following violations will be deemed to be as major default of Printer and agreement conditions.

- 1) Delay in supply of Books for more than three work orders during the Contract period (15 days delay from the target date mentioned in work order for the 1st lot of Book supply).

- 2) Printing the textbooks from any other Paper/Board materials, i.e using Paper/ Board materials other than that supplied by the Corporation for Printing of Textbooks.
- 3) Printing more than the order quantity specified in the work order.
- 4) Making any unauthorized copy from *C.D/negative* given by the Corporation and failure to destroy the plates used for printing.
- 5) Repeated supply of defective copies with compromised Printing Quality, Binding Quality, including missing of forms and repetition of forms.

For any of the above major defaults the contract of the tenderer is liable to be cancelled and the SD liable to be forfeited.

The Corporation shall have the right to blacklist the Contractor for breach of any Conditions and Terms of the Printer / Agreement at any point of time.

5.12. Termination of Contract

5.12.1 Termination For Default

- a) The Corporation may, without prejudice to any other remedy for breach of Contract by the Contractor, terminate the printer in whole or part, by a 15 days' written notice of breach of printer to the Contractor,
 - i. If the Printer fails to deliver any or all of the goods within the time schedule specified in the Print/Work Order, or within any extension thereof granted by the Corporation,
 - ii. If the Printer fails to perform any of the obligation(s) under the Contract;
 - iii. If the Printer is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract.
- b) If the Corporation terminates the Printer in whole or in part, the Corporation may procure, upon such terms and in such manner as it deems appropriate, the Services similar to those supplied and delivered and in that case the Printer whose contract is terminated in whole or in part thereof shall be liable to the Corporation for any

additional costs involved in procuring and supplying the Textbooks / Cards to the designated destinations. However, the Printer shall continue the performance of the Contract to the extent not terminated. The Corporation reserves the right to take further action against the Contractor whose Contract has been terminated in whole or in part.

5.12.2 Termination for Insolvency

The Corporation may at any time terminate the Contract by giving 15 days' written notice to the Printer without compensation to the Contractor and without incurring any liability, if the Printer becomes bankrupt or otherwise insolvent as declared by the competent authorities. Such termination shall not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Corporation.

5.12.3 Termination for Convenience

The Corporation may terminate the Printer in whole or in part at any time during the validity period of the empanelled for its convenience by giving 15 days' written notice and without compensation to the Contractor. The notice of termination shall specify that termination is for the Corporation's convenience, the extent to which the Contract is terminated, and the date upon which such termination becomes effective. The termination of the contract is without prejudice to the penal consequences and damages for which the Printer shall be liable for violation of the Contractual obligations.

5.13 Force Majeure

- a) Force Majeure means an event beyond the control of the Contractor and not involving the Printer fault of negligence and not foreseeable. Such event may include but are not limited to the acts of Nature such as fire, floods, epidemics, etc., and other events such as wars, revolutions, quarantine restrictions, etc.
- b) If a Force Majeure situation arises, the Printer shall promptly notify the Corporation of such conditions and the causes thereof through

e-mail within 24 hrs of such event. The e.mail communication shall be followed by a report with documentary evidence to be sent to the Corporation within 3 days from the date of occurrence of such event. Unless otherwise directed by the Corporation in writing, the Printer shall continue to perform his obligations under the Contract to a reasonably practical extent and shall seek all reasonable alternative means for effective performance of the Contract in time.

- c) In the event of Force Majeure, the delivery period will be extended for a period equivalent to the period during which Force Majeure event was in existence. For this period the Printer shall not be liable to pay penalty. Further if the performance in whole or part, of any obligation under this Contract is prevented or delayed by reason of Force Majeure for a period exceeding 21 days, the Corporation may at its option and discretion terminate the Contract.
- d) The rates approved by the Corporation shall remain fixed and firm during the extended period during which Force Majeure was in existence. Force Majeure shall not have any bearing on the price quoted by the Contractor in the Tender.
- e) The decision of the Managing Director is final in determining the force Majeure period.

5.14. Conciliation & Arbitration

5.14.1 Conciliation

If any dispute or difference arises between the Corporation and a Contractor with regard to the Contractual obligations, the same shall be referred to a Conciliator and settled by Conciliation as per the provisions of the Arbitration and Conciliation Act, 1996. The Conciliator shall be nominated by the Managing Director of the Corporation. Conciliatory efforts are mandatory in tune with the Alternative Disputes Resolution (ADR) process before invoking the Arbitration Clause. The Conciliator shall endeavor to conclude his proceedings within three weeks from the date of reference of a dispute or claim to him.

The venue of Conciliation shall be at Chennai. The language to be used in the Arbitral proceedings shall be in English.

5.14.2 Arbitration

In case of any dispute or difference arising between the Corporation and the Printer relating to any matter arising out of or connected with the Contract which still remains unsettled even after Conciliation, such dispute or difference shall be referred to the Arbitrator nominated by the Managing Director of the Corporation. The Arbitral proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996. If the Arbitrator for any reason has to discontinue the Arbitration before completion of the arbitral proceedings, the Managing Director of the Corporation shall nominate another eligible and suitable person as Arbitrator and such Arbitrator may continue the proceedings from the stage at which his predecessor has discontinued or may proceed de novo. The Arbitral Award shall be final and binding on both the Corporation and the Contractor. No part of the Contract shall be suspended by the Contractor on the ground of pendency of the Arbitral Proceedings.

The venue of Arbitration shall be at always exclusively Chennai also. The language to be used in the Arbitral proceedings shall be in English.

5.15. Jurisdiction

The Courts in the city of Chennai alone shall have the jurisdiction to try any matter or dispute or reference between the Corporation and the Contractors arising out of the Contract or in relation there to.

6. LETTER OF THE PRINTER

To

The Managing Director
Tamil Nadu Text Book and Educational Services Corporation,
CHENNAI-600 006.

Sir,

I / We do hereby accept and work closely with the Tamil Nadu Text Book and Educational Services Corporation for the “Printing and delivery of Textbooks, Cards and its allied works on Rate Contract basis” conforming to the technical specifications, drawings and conditions stated in the Annexure.

I / We have understood that the requirement of the Corporation and noted the details of the works to be done. I have carefully understood the conditions of contract and the specifications with all the stipulations to which I / We agree to comply.

I / We hereby undertake to complete delivery of the Textbooks at the places mentioned in the specification, within the time limit specified by the Corporation.

I am / We are quite aware that quality of the printing and time of delivery are the essence of this contract and accordingly, I / we would adhere to the same.

I / We further agree that I / We would not withdraw this Printer either in full or in part. If by chance, I / we have to withdraw the offer, I / we agree that the SD paid will be forfeited by the Corporation, without any notice to me / us.

I / We affirm that in any previous years to the Corporation, I / we have not committed any fraud by furnishing wrong information.

I / We further confirm that in case, any of the information noted above is found to be incorrect, I / We will be liable for any action under the terms of the Printer / contract including termination of the contract and forfeiture of the Security Deposit.

I / We hereby undertake and agree to pay the SD as per the Printer conditions within seven days from the date of L.O.A.

I / We undertake to sign the contract with the Corporation on the lines of the Printer conditions in the Printer documents.

I / We further agree that the acceptance of the Printer conditions would, by itself, constitute a valid and concluded contract binding on me/us, even if separate contract is not signed.

I / We further agree that in the event of my/our failing to deposit securities mentioned above or to produce the latest income tax and other tax clearance certificate or to execute the Contract within the period of fifteen days as referred to above, the sum of Rs.-----/- deposited by the Printer shall be forfeited by the Corporation and in addition, the Managing Director, Tamil Nadu Text Book and Educational Services Corporation , shall be entitled to cancel the contract and there upon arrange for any other person or persons to print the textbooks herein before mentioned and I / We agree to be liable for all damages, losses, charges and expenses arising from or by reason of such failure on our part.

I / We hereby further agree and undertake that:

- a. In case, there is any defect found in the printing or in any part of the textbooks/ Cards delivered, we undertake to reprint the same by a new one.
- b. If the textbooks/ Cards delivered are found to have even the slightest damage, due to any reason like in the process of transportation, the textbooks/ Cards will be replaced by a new one including the cost of the paper and art board.

I / We hereby declare that I / We agree to do the various acts, deeds and things referred to herein, for printing and delivery of Textbooks and Cards conforming to specifications.

Having fully understood the Printer conditions and the above undertaking in this letter, I / we sign thisDay ofat Chennai.

Yours faithfully,

Authorized Signature :

Name & Title of Signatory:

.....
.....

Name of the Printer :

.....

Address :

.....

ANNEXURE – I

7. STATEMENTS AND DECLARATIONS

The Printer shall furnish the following details without fail.

PROFILE OF THE PRINTER

- I. Name of the Printer (firm)
 - (a) Address of Office
Phone No.
Mobile No.
 - (b) Address of Works
Phone No.
Mobile No.
 - (c) Address of Storage Godown
Phone No.
 - (d) E-mail address
- II.
 - (a) Name of Authority (viz.)
Owner / Partner / Director who
will execute the Agreement as
prescribed by the Corporation.
 - (b) Name of the authorised person
to be contacted in all matters relating
to the execution of work.
(The authorised person should be either partner or staff of the
concern with copy of identity card)
- III.
 - (a) PAN
A Xerox copy of the latest income-tax clearance
certificate / Assessment order / Returns for the
last three years are to be enclosed.
 - (b) GST Registration No.
(Attested Xerox copy to be enclosed).

- (c) Whether the printing press has been registered under Press and Registration of Books Act 1867, (Photo copy to be enclosed).

IV. (a) Name and address of the bank where the bidder is holding an account and where payments can be made

(b) Account number with bank code

(c) ECS / RTGS / NEFT No.

I certify that the Particulars furnished above are true to the best of my knowledge and belief and copies of relevant documents are enclosed.

(All Photo copies of the Certificate should be attested by the Notary Public).

**Signature of the Printer
With seal**

ANNEXURE – II**Details of Machineries****A. PRE – PRESS****I. Computer to plate (CTP) / Plate Processor – WIPE-ON Plate**

S.No.	Description of Equipment	Size	Nos.
1	Computer to plate (CTP) (In house facility or tie-up) (If Tie-up arrangement, Agreement in Rs.20/-stamp paper is to be enclosed to establish tie-up facility).		
2	Plate Processor – WIPE-ON Plate (In house facility or tie-up)		

B.PRESS

The Offset Printing machines that could be spared for printing of **Textbooks / Cards** exclusively.

I. Sheet fed Offset

S.No.	Description of Equipment	No. of Colours	No. of Machines	Printing Capacity (Minimum 100 reams per day)
1	Double Demy machine (58.5 x 91 cms)	Single Colour		
		4 colour		
	OR RC 1 (67x94cms) machine	Single Colour		
		4 colour		

II. Web Offset

S.No.	Description of Equipment	No. of Machines available		Printing Capacity (Minimum 200 reams per day)
		Single Colour/ 1+1	Multi Colour 4+4	
1	Web Offset machine Cut-off size: 578 mm Reel width : 84 cms.			
	OR Web Offset machine Cut-off size : 546 mm Reel width : 84 cms.			
2	Web Offset machine Cut-off size : 492 mm Reel width : 76 cms. (For magazine printing)	Multi Colour 4 + 4		

III. POST PRESS : BINDING

Sl.No	Description of Equipment	Size	Nos.
1	Folding Machine		
2	Wire-stitching machine $\frac{3}{4}$ inch to $1\frac{1}{2}$ inches.		
3	<p><u>Cutting Machine</u></p> <p>a) <u>For sheet fed</u> Semi automatic / Programme (any one)</p> <p>b) <u>For web offset</u> Semi automatic / Programme / 3 side Trimmer (any one)</p> <p>Bidder should have binding facilities at their own premises with the above required machineries (In House)</p>		
4	Lamination Machine		
5	<p>a) Flow line machine (Saddle wire stitching) No. of stations specified</p> <p>b) Flow line machine (Gathering and Pinning). No. of stations to be specified (Not mandatory but availability may be furnished)</p>		
6	Perfect Binding Machine (No. of clamps to be specified) (Not mandatory but availability may be furnished)		

7	<p>Die Cutting and Creasing Machine (Not mandatory but availability may be furnished)</p> <p>300 GSM Folder should be of size 32 x 23 cm and thickness of 0.5 cm. Buff with inner flap to hold the sheet with 0.3 cm. buff.</p>		
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- I. The printer should have a minimum storage / godown space of 1000sq.ft (own / hired).

Available paper storage / godown space in Sq.ft.:

Note :

Required Godown / storage space for storage of Paper/ Board could be own or lease or rental and should be specified. If specified as rental, the rental agreement should be for a minimum period of 3 years and also cover the contract period with the Corporation. Comprehensive insurance coverage for material stored in rented godown shall be taken by the printer.

I / We declare that all the Printing and Binding machineries listed above are own Propriety of the bidding firm and none of the machineries have been procured on hire / lease / MOU and all the machineries are in working condition.

Place:

Signature of the Printer

Date:

with seal

ANNEXURE – III**ANNUAL TURNOVER STATEMENT FOR PRINTER**

The annual turnover of M/s. for the past three years are given below and certified that the statement is true and correct.

S.No.	Year	Turnover in lakhs (Rs.)
1.	2016 – 17	
2.	2017 – 18	
3.	2018 – 19	

Date:

Seal:

Signature of the Printer/with Seal

**Signature of the Auditor
Chartered Accountant
(Name in Capital with
Registration Number)**

ANNEXURE-IV

**STATEMENT OF PRINT ORDERS EXECUTED DURING THE PAST
THREE YEARS AS ON 30.11.2018
(To be filled in by the printer)**

S.No.	Name & Address of the Organisation	P.O.No. & Date	Qty.	Value of order in Rs. Lakhs	Scheduled Date of Completion of order	Actual Date of completion of order
1	2	3	4	5	6	7

COMPANY SEAL

SIGNATURE :

DESIGNATION :

COMPANY :

DATE :

ANNEXURE -IV A

Banker's Certificate

Certified that (Name of the Printer /
Printing Firm) is a holder of (SB / Current Account) No.....
maintaining for last years and his / their business with our
bank is satisfactory.

Signature of Branch incharge
Name of the Bank with Seal

ANNEXURE -V

FORMAT OF AUTHORISATION LETTER

To

The Managing Director
Tamil Nadu Textbook and Educational
Services Corporation,
D.P.I. Campus, College Road,
Chennai-600 006.

We hereby irrevocably authorize Mr/Mrs. _____
On behalf of (type the Name and Address of the Printer) to sign the
contract with the Corporation relating to Printer Ref. R.C No
12112/PS2/2018

Specimen Signature of
Authorized Person

Signature of the Proprietor / Partner

Place:

Date :

Note : Signature of the Authorised person should be attested.

Authorized person should be a partner or director or Manager or
equivalent post of the concern.

ANNEXURE -VI

Date:

DECLARATION

I / We having the registered office at
.....
..... hereby declare that the Firm / Company or its
Partners / Shareholders have not been blacklisted by this Corporation or
by any other Governments / Government Undertakings / Corporations.

**Signature of the Printer
with Seal**

ANNEXURE -VII

Date:

DECLARATION FORM

I/We..... having
the registered Printing Press..... declare that I/we
have carefully read all the terms and conditions of Application form floated
by the Tamil Nadu Text Book and Educational Services Corporation,
Chennai vide Tender Ref.No.12112/PS2/2018 for Printing and delivery of
Textbooks, Cards and its allied works and I / we shall abide by all the
conditions set forth therein. I/we also undertake to take back the rejected
defective at our risk & cost and replace the same within the stipulated time.

**Signature of the Printer
with Seal**

ANNEXURE -VIII**CERTIFICATE**

I/we having office at declare that the Application forms downloaded from the website <http://www.tenders.tn.gov.in> / <http://www.textbookcorp.tn.gov.in> have not been tampered with / modified in any manner. In case, if the same is found to be tampered with / modified, my / our application shall be summarily rejected.

**Signature of the Printer
with Seal**

ANNEXURE -IX**BANK GUARANTEE FOR SUPPLY OF MATERIALS**

To: _____ [name of Purchaser]
 _____ [address of Purchaser]

WHEREAS _____ [name and address of printer] (hereinafter called "the Contractor") has undertaken, in pursuance of Printer No. _____ dated _____ to execute _____ [name of Contract and brief description of Works] (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the printer shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for the supply of Paper, Board and Art Board in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ [amount of guarantee] 1 _____ [in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ [amount of guarantee] 1 as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee for enlistment period shall be valid upto 6 Calendar months from the date of end of enlistment period.

Signature and seal of the guarantor _____
Name of Bank _____
Address _____
Date _____

- 1 An amount shall be inserted by the Guarantor, representing the percentage of the Total value of Paper and Board specified in the Contract including additional security for unbalanced Bids, if any and denominated in Indian Rupees.

**Signature of the Printer
with Seal**

ANNEXURE – X**Mode of Supply of Paper**

Paper will be supplied to the printers by the Corporation through TNPL. It is the endeavour of the Tamilnadu Textbook and Educational Services Corporation to remove the difficulties of transporting the paper from the godowns to the printers. The unloading of paper will be done by TNPL. Stacking and safeguarding the paper will be the responsibility of the printer. The supply of paper by TNPL is subject to the following conditions:

1. The paper will be supplied to the printer in the State of Tamilnadu at a cost that will be borne by the Corporation.
2. For the printers located outside the State the paper will be delivered by TNPL.
 - a. The rates will be subject to revision when TNPL revises their rates for transport.
 - b. The cost of transport will be borne by the Corporation as follows
 - i. For an expenditure upto Rs. 1320/- PMT, the Corporation will bear the cost.
 - ii. For an expenditure above Rs 1320 PMT the difference in cost above Rs.1,320/- PMT will have to be borne by the printers.

EXAMPLE - 1:

1. Transport Cost to **Hyderabad** PMT : Rs. 1740.00
2. Less Share of cost PMT: Rs. 1320.00
3. Printers Cost PMT: Rs.420.00

EXAMPLE - 2:

1. Transport Cost to **Bangalore** PMT : Rs. 892.00
2. Less Share of cost PMT: Rs. 1320.00
3. Printers Cost PMT: NIL

EXAMPLE - 3:

1. Transport Cost to **Calicut** PMT : Rs. 1159.00
2. Less Share of cost PMT: Rs. 1320.00
3. Printers Cost PMT: Rs. nil

EXAMPLE - 4:

1. Transport Cost to **Vijayawada** PMT: Rs.1414.00
2. Less Share of cost PMT: Rs.1320.00
3. Printers Cost PMT: Rs. 94

EXAMPLE - 5:

1. Transport Cost to **Cochin** PMT : Rs. 1116.00
2. Less Share of cost PMT: Rs. 1320.00
3. Printers Cost PMT: NIL

The tax liability applicable in the State of Tamil Nadu over and above Rs.1320 P.M.T will have to be borne by the printer. In respect of other states tax liability will have to be borne by the printer irrespective of the cost /per M.T.

ANNEXURE – XI**DETAILS OF REGIONAL OFFICES OF THE TAMILNADU
TEXTBOOK AND EDUCATIONAL SERVICES CORPORATION**

Sl.No.	Name of the Regional Office	Address	STD CODE & Phone No.
1.	Chennai	Regional Officer / Godown Superintendent Tamilnadu Textbook and Educational Services Corporation, Velacherry Main Road, Thiruvanmiyur, Chennai – 600 041.	044-22541326 / 044-22542670
2.	Tiruvallur	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Lakshmipuram Tiruvallur	044-27662104
3.	Kanchipuram	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Dr. Jayalalitha Nagar, Siru Kaveripakkam, Kanchipuram – 631501.	044-27277884
4.	Vellore	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Vellakkal Medu, V.I.T Campus Backside, Katpadi, Vellore – 632 004	0416-2248705

5.	Bargur	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Jagadevi Salai, M.G.R. Nagar, Bargur -635104.	04343- 265381
6.	Thiruvannamalai	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Complex, 70, Anna Salai, Thiruvannamaai - 606 601.	04175- 251881
7.	Villupuram	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Complex, 59-A, Chennai High Road, Villupuram -605602.	04146- 223370
8.	Cuddalore	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Yenikkaran Thottam, Sivananthapuram, Cuddalore (OT) Cuddalore - 607 003.	04142- 227227
9.	Thiruchirapalli	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing TNTBC, No. 1, Thanjavur Road, Trichy - 620 008.	0431- 2201945

10.	Thanjavur	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Chozhan Nagar, Opp. R.T.O. Office, Pilliyarpatti Salai, Tanjore – 613 403.	04362- 265250
11.	Pudukottai	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Godown, Rajagopalapuram Post, Annavasal Road, Pudukottai – 622 003	04322- 236264
12.	Salem	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Corporation, Seetharaman Road, Salem – 636 009.	0427- 2351834
13.	Erode	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, 15, Bhavani Main Road, Erode – 638 004.	0424- 2293311
14.	Coimbatore	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, 58/2391, Trichy Road, Chintamani Oil Complex, Ondipudur post, Coimbatore – 641 016.	0422- 2272813

15. Dindugal	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Tamilnadu Warehousing Godown, 36-H, Palani Road, Dindigul – 624 010.	0451- 2421898
16. Nagapattinam	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Beach Road, Velipalayam, Nagapattinam – 611 001 .	04365- 243021
17. Manamadurai	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, 17-18, SIPCOT Complex, Manamadurai – 623606.	04574- 258034
18. Madurai	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Pandian super market, Senthamarai Godown, Mudakku Salai, Theni Road, Madurai – 625 010.	0452- 2381484
19. Sivakasi	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Sivakasi Co.op. Industrial Estate, Sivakasi West, Sivakasi – 626124.	04562- 254656

20. Kovilpatti	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Godown Complex, Ettayapuram Road, Kovilpatti – 627 701.	04632- 220213
21. Thirunelveli	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, 24-G, Swami Nellaiappar High Road, Thirunelveli –627001.	0462- 2333287
22. Nagarcoil	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Central Warehousing Godown, Pallivilai Road, Vetturnimadam(P.O) Nagarcoil – 629003.	04652- 222989

ANNEXURE - XII**LIST OF DISTRICT EDUCATIONAL OFFICES**

Sl.No.	DISTRICT EDUCATIONAL OFFICE	NAME OF THE DISTRICT
1	CHENNAI (SOUTH)	CHENNAI
2	CHENNAI (NORTH)	
3	CHENNAI (EAST)	
4	CHENNAI (CENTRAL)	
5	CHENNAI (WEST)	
6	KANCHEEPURAM	KANCHEEPURAM
7	CHENGALPATTU	
8	MADURANTAKAM	
9	SRIPERUMBUDUR	
10	ST.THOMAS MOUNT.	
11	THIRUVALLUR	THIRUVALLUR
12	PONNERI	
13	AVADI	
14	TIRUTTANI	
15	AMBATTUR	
16	VELLORE	VELLORE
17	THIRUPATHUR	
18	ARAKKONAM	
19	RANIPETTAI	
20	VANIYAMBADI	
21	THIRUVANNAMALAI	THIRUVANNAMALAI
22	CHEYYAR	
23	ARANI	
24	POLUR	
25	CHENGAM	
26	DHARMAPURI	DHARMAPURI
27	PALACODE	
28	HARUR	

29	KRISHNAGIRI	KRISHNAGIRI
30	HOSUR	
31	MATHUR	
32	THENKANIKOTTAI	
33	VRIDHACHALAM	CUDDALORE
34	CUDDALORE	
35	CHIDABAMBARAM	
36	VADALUR	
37	VILLUPURAM	VILLUPRAM
38	TINDIVANAM	
39	KALLAKURICHI	
40	ULUNDURPETTAI	
41	TIRUKKOVILUR	
42	GINGEE	
43	THANJAVUR	THANJAVUR
44	KUMBAKONAM	
45	PATTUKKOTTAI	
46	ORATTANADU	
47	THIRUVARUR	THIRUVARUR
48	MANNARGUDI	
49	NAGAPATTINAM	NAGAPATTINAM
50	MAYILADUTHURAI	
51	SIRKAZHI	
52	ARIYALUR	ARIYALUR
53	UDAYARPALAYAM	
54	SENDURAI	
55	PERAMBALUR	PERAMBALUR
56	VEPPUR	

57	TRICHY	TRICHY
58	LALGUDI	
59	MUSIRI	
60	MANAPPARAI	
61	KARUR	KARUR
62	KULITALAI	
63	NAMAKKAL	NAMAKKAL
64	THIRUCHENGODE	
65	SALEM	SALEM
66	SANKAGIRI	
67	SALAM (RURAL)	
68	ATTUR	
69	EDAPPADI	
70	ERODE	ERODE
71	GOBICHETTPALAYAM	
72	BHAVANAI	
73	SATYAMANGALAM	
74	PERUNDURAI	
75	COIMBATORE	COIMBATORE
76	POLLACHI	
77	PERUR	
78	S.S KULAM	
79	THIRUPUR	THIRUPUR
80	PALLADAM	
81	UDUMALAIPETTAI	
82	DHARAPURAM	
83	COONOR	THE NILGIRIS
84	GUDALORE	

85	PALANI	DINDUGAL
86	DINDUGAL	
87	VATTALAKUNDU	
88	VEDASANDUR	
89	PUDUKKOTTAI	PUDUKKOTTAI
90	ARANTHANGI	
91	ILUPPUR	
92	SIVAGANGAI	SIVAGANGAI
93	DEVAKOTTAI	
94	TIRUPPATTUR	
95	PARAMAKUDI	RAMANATHAPURAM
96	RAMANATHAPURAM	
97	MANDAPAM	
98	MADURAI	MADURAI
99	MELUR	
100	USILAMPATTI	
101	THIRUMANGAMALAM	
102	UTHAMAPALAYAM	THENI
103	PERIYAKULAM	
104	THENI	
105	ARUPPUKOTTAI	VIRUDHUNAGAR
106	SRIVILLIPUTTUR	
107	VIRUDHUNAGAR	
108	SIVAKASI	
109	KOVILPATTI	THOOTHUKUDI
110	THOOTHUKUDI	
111	THIRUCHENDUR	

112	TIRUNELVELI	TIRUNELVELI
113	CHERANMADEVI	
114	TENKASI	
115	SANKARANKOVIL	
116	VALLIYUR	
117	NAGARKOVIL	KANNIYAKUMARI
118	THUCKALAY	
119	KUZHITHURAI	
120	TIRUVATTAR	

Annexure – XIII**Approved Rates for Printing and Delivery of Textbooks, Cards and Allied Works**

SI. No	Particulars	Process Method	Rate Rs. P.
I	SHEETFEED OFFSET PRINTING RATES FOR TEXT PRINTING		
	Rate per 1000 impressions		
	1) For Single Color		
	a) 54.5 x 84 cm. / 58 x 84 cm. 54.5 x 84 cm./ 58 x 84 cm.	CTP Wipe-on	102.00
	b) 67 x 94 cm. 67 x 94 cm.	CTP Wipe-on	110.00
	2) For Multi Color		
	Rate Per Color inclusive of black ink as a component color		
	a) 54.5 x 84 cm. / 58 x 84 cm. 54.5 x 84 cm. / 58 x 84 cm.	CTP Wipe-on	102.00
	b) 67 x 94 Cm 67 x 94 Cm	CTP Wipe-on	102.00
II	WEB OFFSET PRINTING RATES FOR TEXT PRINTING		
	Rate per 1000 impressions		
	1) For Single Color		
	54.6 x 84 cm. /57.8 x 84 cm. 54.6 x 84 cm. /57.8 x 84 cm.	CTP Wipe-on	71.00
	2) For Multi Color		
	Rate Per Color inclusive of black ink as a component color		
	54.6 x 84 cm. /57.8 x 84 cm. 54.6 x 84 cm. /57.8 x 84 cm.	CTP Wipe-on	68.00
	3) For Multi Color (Magazine Printing)		
	Rate Per Color inclusive of black ink as a component color		
	49.2 x 76 cm	CTP / Wipe-on	93.00
	Note: 1) 58 x 84 cms / 57.8 x 84 cm. Rate for 16 pages of A5 / 8 pages of A4 size.		
	2) 67 x 94 cms Rate for 16 pages of C5 size.		
	3) 54.5 x 84 cms / 54.6 x 84 cms Rate for 8 pages of Journal Size.		
	4) 49.2 x 76 cms Rate for 8 pages of magazine printing.		
	5) Rates are inclusive of plate making charges for above 10000 copies		
	6) Plate making charges will be given upto 10,000 copies and less.		
	7) 1000 copies rate will be allowed for the ordered below 1000 copies.		

Annexure- XIII**Approved Rates for Printing and Delivery of Textbooks, Cards and Allied Works**

SI. No	Particulars	Process Method	Rate Rs. P.
III	OFFSET PRINTING RATES FOR WRAPPER PRINTING		
	Rate Per colour per 1000 Impression		
	For Multi Colour, rate per colour inclusive of Black ink as a component colour		
	a) 58 x 90 cm./ 61 x 90 cm. / 65 x 86 cm.	CTP/Wipe-on	72.00
	b) 51 x 71 cm / 51 x 76 cm.	CTP/Wipe-on	68.00
	Note: 1) Rates are inclusive of platemaking charges for above 10,000 copies. 2) Plate making charges will be given upto 10,000 copies and less. 3) No. of wrappers (ups) to be printed per board / paper will be intimated by the Corporation.		
IV	RATE FOR LAMINATION ON SINGLE SIDE (PER BOARD)		
	1) For 51 x 71 cm.	(Per Board)	1.40
	2) For 58 x 90 cm./ 61x90 cm./ 65 x 86 cm./ 58.5 x 91/ 58 x 91cm.	(Per Board)	1.80
	3) For 52 x 94 cm.	(Per Board)	3.00
	Note: for Lamination "BOPP Film of 12 Microns" to be used.		
V	BINDING RATES		
	Rates per forme of 1000 Copies		
	1) SHEET FED PROCESS		
	A. Saddle wire stitching		
	a) 14.5 x 21 Cm(16 pages) 21 x 29 cm.(8 pages)(paper size 58 x 84cm)		54.00
	b) 27.25 x 21 Cm (8 pages) (paper size 54.5 x 84 cm)		54.00
	c) 16.75 x 23.5 cm. (16 Pages Forme of C5) (Paper size 67 x 94 cm.)		54.00
	B. Side wire Stitching		
	a) 14.5 x 21 Cm(16 pages) 21 x 29 cm.(8 pages)(paper size 58 x 84 cm)		56.00
	b) 27.25 x 21 Cm (8 pages) (paper size 54.5 x 84 cm)		56.00
	c) 16.75 x 23.5 cm. (16 Pages forme of C5) (Paper size 67 x 94 cm.)		56.00
	C. Perfect binding		
	a) 14.5 x 21 Cm (16 pages)21 x 29 cm.(8 pages)(paper size 58 x 84 cm)		76.00
	b) 27.25 x 21 Cm (8 pages) (paper size 54.5 x 84 cm)		76.00
	c) 16.75 x 23.5 cm. (16 Pages forme of C5) (Paper size 67x 94cm)		74.00
	D. Side wire Pinning with Perfect binding		
	a) 14.5 x 21 Cm(16 pages) 21 x 29 cm. (8 pages)(paper size 58 x 84 cm)		121.00
	b) 27.25 x 21 Cm (8 pages) (paper size 54.5 x 84 cm)		120.00
	c) 16.75 x 23.5 cm. (16 Pages forme of C5) (Paper size 67 x 94 cm.)		120.00

Annexure- XIII**Approved Rates for Printing and Delivery of Textbooks, Cards and Allied Works**

Sl. No	Particulars	Process Method	Rate Rs. P.
	BINDING RATES		
	Rates per forme of 1000 Copies		
	2) WEB OFFSET PROCESS		
	A. Saddle wire stitching		
	a) 14.45 x 21 cm.(16 Pages)21 x 28.9 cm.(8 Pages)(Paper size 57.8 x 84 Cm)		41.00
	b) 21 x 27.3 cm. (8 Pages) (Paper size 54.6 x 84 Cm)		41.00
	c) 19 x 24.6 cm (8 Pages) (Paper size 49.2 x 76 Cm)		70.00
	B. Side wire Stitching		
	a) 14.45 x 21 cm.(16 Pages)21 x 28.9 cm.(8 Pages)(Paper size 57.8 x 84 Cm)		46.00
	b) 21 x 27.3 cm. (8 Pages) (Paper size 54.6 x 84 Cm)		46.00
	c) 19 x 24.6 cm (8 Pages)(Paper size 49.2 x 76 Cm))		70.00
	C. Perfect binding		
	a) 14.45 x 21 cm.(16 Pages)21 x 28.9 cm.(8 Pages)(Paper size 57.8 x 84Cm)		64.00
	b) 21 x 27.3 cm. (8 Pages) (Paper size 54.6 x 84 Cm)		64.00
	c) 19 x 24.6 cm (8 Pages) (Paper size 49.2 x 76 Cm)		85.00
	D. Side wire Pinning with Perfect binding		
	a) 14.45 x 21 cm.(16 Pages) 21 x 28.9 cm.(8 Pages)(Paper size 57.8 x 84 Cm)		85.00
	b) 21 x 27.3 cm.(8 Pages) (Paper size 54.6 x 84 Cm)		97.00
	c) 19 x 24.6 cm (8 Pages) (Paper size 49.2 x 76 Cm)		120.00
	Note: 1) The Wrapper will count as a forme		
	2) Binding charges include scoring of wrappers, bundling with jute twine, packing with kraft paper, printing of labels in his own paper, pasting of printed labels on the two sides of the bundle for delivery of books.		
	3) (a) 4 and 8 pages formes will be treated as full forme (16 pages) in respect of A5 and C5 size book and payment will be made accordingly		
	(b) 4 pages formes will be treated as full forme (8 pages) in respect of A4 / Journal size books / Magazine and payment will be made accordingly		
	4) Standard Quality of adhesives / paste shall be used for Perfect Binding / Wrapper pasting		
VI	RATE FOR PLATE MAKING CHARGE (per plate)		
	1. For 58.5X91cm / 58 x 90 cm. / 54.5 x 84 cm./ 54.6 x 84 cm. / 58 x 84 cm./ 65x86 Cm / 61x90 cm / 61X87 cm.	CTP	329.00
	For 58.5X91cm / 58 x 90 cm. / 54.5 x 84 cm./ 54.6 x 84 cm. / 58 x 84 cm./ 65x86 Cm / 61x90 cm.	Wipe-on	93.00
	2. For 67 x 94 cm. / 52 x 94 cm.	CTP	329.00
	For 67 x 94 cm. / 52 x 94 cm.	Wipe-on	93.00
	3. For 51 x 71 cm. / 49.2 x 76 cm / 51 x 76 cm.	CTP	329.00
	For 51 x 71 cm. / 49.2 x 76 cm / 51 x 76 cm.	Wipe-on	88.00
	Note: 1) Plate making charges will be given upto 10,000 copies and less.		
	2) Additional plate making charges will be allowed for fraction forme i.e. 4 & 8 pages.		
VII	TRANSPORT CHARGES		
	Rate Per Tonne Per Km Above 30 Km - upto 1000 Km		5.00

Annexure- XIV**Approved Rates for Printing and Delivery of Textbooks, Cards and Allied Works**

Sl. No	Particulars	Rate Rs. P.
	RATES FOR ART CARD PRINTING , CUTTING (INTO BITS), COLLATING, DIE - CUTTING, CREASING AND PASTING OF FLAP, PACKING IN CORRUGATED BOXES.	
	SHEET FED OFFSET PRINTING RATES FOR BOARD (270 GSM to 300 GSM BOARD)	
1	Printing rate per 1000 impressions per color per side inclusive of Black Ink as a component color	
	Board size 58.5 x 91 cms / 61 x 87 cms	200.00
	Board size 52 x 94 cms	198.00
2	SHEET FED OFFSET PRINTING RATES FOR PIGMENTED PAPER	
	Printing rate per 1000 impressions per color per side inclusive of Black Ink as a component color 120 GSM Pigmented paper of size 58x 84cms	160.00
3	RATES FOR CUTTING OF CARDS	
	Rate For Cutting into bits for 1000 boards	83.00
4	RATES FOR COLLATING OF CARDS	
	Rate for collating per set	27.00
5	RATES FOR CORRUGATED BOX OF 5 PLY	
	Rate For Corrugated box [5ply] per box size 18" x 23" x 7.5 "	70.00
6	RATES FOR CORRUGATED BOX OF 5 PLY	
	Rate For Corrugated box [5ply] per box size 23 "x 26 "x 7.5 "	75.00
7	RATES FOR DIE CUTTING, CREASING and PASTING	
	Rate For Die cutting, Creasing and pasting of flap for 1000 folders	291.00
8	RATES FOR TRANSPORT CHARGES	
	Transport charges Per Tonne Per KM above 30 km	6.20
Note: 1) Plate making charges for orders below 10000 copies will be given by TNTB&ESC. 2) In case of orders below 1000 copies, the printing rates for 1000 copies will be allowed.		